

**National Institute of Technical Teachers' Training and Research
Bhopal, MP**

Important Information and Instructions

For Advertisement No.: 01/2017-18

(To be read carefully)

1. The Applicant must ensure his/her eligibility for the post in respect of Age, Qualification and other requisite criteria and only then apply.
2. List of following Forms and other particulars can be viewed/downloaded from our Institute website www.nitttrbpl.ac.in
 - Application Form
 - Important Information & Instructions
 - Details of Qualification and Experience
3. The selection process comprises of:
 - Screening of the submitted application forms by scrutiny committee.
 - Presentation before technical expert committee.
 - Final interview with the selection committee.
4. Reservation/ relaxations in services for reserved categories shall be as per the GOI norms. Only SC/ST and PWDs candidates are exempted from payment of Application Fee.
5. Candidates belonging to UR /OBC category must enclose a Demand Draft of Rs.1000.00 (Rs. One Thousand only) drawn in favour of the Director NITTTR, Bhopal payable at Bhopal. Application fee is non-refundable. Candidate shall write his/her Name, Post Applied, and Department on the reverse side of the Demand Draft without fail.
6. Candidates who are desirous of applying for more than one post will have to submit a separate prescribed Application form for each post with separate application fee for each application. Application submitted for a particular post is not transferable to any other post.
7. Application for each post must be placed in an envelope and the name of the post applied for must be super-scribed on the envelope without fail. The Institute shall not be responsible for any misplacement, omission etc, if two or more applications are put in one cover by the candidate.
8. Candidates already in Government/ Semi-Government/ Quasi-Government service should send their application through proper channel. An advance copy may be sent directly along with original demand draft meant for application fee. However, in such cases the candidates called for interview will have to produce No Objection Certificate or the original applications duly forwarded by the competent authority, failing which he/she shall not be allowed to appear before the Selection Committee.
9. Application sent through e-mail will be considered only when it is followed by hard copy with signature within the prescribed last date.
10. Applications received after the stipulated date or incomplete in any respect or not readable easily will not be entertained and no further correspondence will be made in this regard.
11. Institute will not be responsible for any postal delay at any stage. No correspondence/queries will be entertained regarding postal delays, conduct and result of interview and reasons for not being called for interview.
12. Candidates should submit the Application Form in the prescribed format along with recent passport size photograph, DD and supporting testimonials/documents related to qualification, experience, research, publication and prize/award. It is not possible to send individual acknowledgement. However to ensure self acknowledgement he/she may send their applications by Speed Post/Registered Post.
13. All Mark-sheets, Degrees, NOC, Testimonials, Certificates and other documents must be shown in sequential manner for verification in original at the time of interview as well as joining.

14. In case, it is found that the documents mentioned/ submitted by the candidates are fake or the candidate has undesirable clandestine antecedents/ background and has suppressed the said information, the candidate shall not be allowed to appear before selection Committee or to join and if found later, the selected candidate will be terminated and sued as per Indian Penal Act.
15. TA will be paid to candidates called for interview (AC II tier for the post of professor, AC III tier for the post of Assistant Professor and Sleeper II Class railway fare for the Research Fellow or actual bus fare by the shortest route on production of the ticket).
16. Accommodation may be provided (if available) in the Institute Guest House on chargeable basis for attending the presentation and interview, on first come first serve basis.
17. The Institute reserves the right to fill/not to fill or increase/decrease any post. The Institute also reserves the right to offer Contract/ Deputation appointments against the advertised posts.
18. The Institute reserves the right to offer a lower rank position against a higher rank position depending on the suitability of the candidate.
19. The Institute reserves the right to alter/insert any corrections/additions in the advertisement/website in the event of any typographical error before the last date prescribed for the receipt of applications.
20. The Institute reserves the right to withdraw any advertised post(s).
21. Candidates from Government/ Semi Government/ Quasi Government service seeking pay protection must make claim before selection committee at the time of interview for necessary recommendation to avail protection.
22. Selected candidates may be asked to serve at any of the NITTTR Regional centers located in Pune, Ahmedabad, Raipur and Goa.
23. Canvassing in any form will disqualify the candidates.
24. Duly filled Application must reach on or before 20th February 2018 to:

The Director,
National Institute of Technical Teachers' Training and Research,
Shamla Hills, Bhopal – 462002, M.P. India

Director